

Airport Advisory Committee
December 20, 2016
City Council Chambers
Draft Meeting Minutes

Committee in attendance: Joe Alosa, Rick Bartle, Councilor Candace Bouchard, Charles Gerhan, Councilor Gail Matson, Ernie Loomis, and Jim McKay

Staff/Airport Manager in attendance: Martha Drukker, Jay Burgess, Robert Rolla and David Rolla (Airport Manager)

Consultant: John Gorham (Jacobs Engineering)

Interested Parties: Warren Perry, Deputy Adjutant General (Adjutant General Office)
Stephanie Milender (Adjutant General Office)
Col. Davie Mikouaities, Engineer (NH Army National Guard)
CW2 Bill Fish, Pilot (NH Army National Guard)

Meeting called to order at 4:40 p.m.

1. Approval of the May 10, 2016 meeting minutes

Motion to approve made by Mr. McKay, seconded by Mr. Gerhan. Motion passes unanimously.

2. Follow-up of National Guard Property Interest

Mr. Perry explained to the Committee that the Adjutant Generals (AG) Office and NH Army National Guard are interested in acquiring the corner lot located at the northeast corner of Regional Drive and Airport Road (45 Airport Road- vacant 3.6 acres and 51 Airport Road- Civil Air Patrol 0.57 acres). Undeveloped land on their complex is limited and they need more land to mitigate for impacts to the Karna blue butterfly and its habitat. They have no intentions of building on the property; it will improve curb appeal, and also the Butler Building will be removed. Councilor Bouchard asked if the property has been appraised and been before the Capital Budget Appropriation Committee for a funding request. Mr. Perry said the property was appraised as commercial use, which will be high since a portion of the property is located in the Runway Protection Zone (RPZ) thereby limiting development potential. It was valued at \$450,000 for all parcels. A funding request was not necessary since no state funds will be used. Mr. Perry stated that the AG Office would prefer not to purchase the Civil Air Patrol site (51 Airport Road). Mr. Gorham clarified that the RPZ restricts dwellings with gatherings, but could build a two-story structure on the unprotected portion of the parcel with a vertical height not to exceed 20 feet. Mr. Perry requested the Committee consider recommending to City Council their desire to proceed with the acquisition process with a condition that the AG Office would consider at some future date purchasing 51 Airport Road, if the City could not resell the parcel. Mr. Alosa asked if they had an offer price. Mr. Perry stated they were not prepared at this time to provide a price. Mr. Loomis asked if the controlled access to the facility located in the residential area of Pembroke Road would be relocated to Regional Drive. Ms. Drukker asked if the NHANG had considered purchasing property in the Grant and Greely neighborhoods since that is where NHF&G are focusing future habitat management areas, and it is adjacent to current protected land on the NHANG property. Councilor Bouchard recommended

tabling committee action until January when Deputy City Manager Carlos Baía returns, and the NHANG had better information on offer pricing. Mr. Gorham informed the Committee that the parcel is located on airport property and would therefore have to comply with Federal Aviation Administration procedures for removing property from the airport. This process could take over a year. Mr. Rolla reminded the Committee that the City leases land at the airport for \$6-7,000 per acre. The NHANG said they could wait until early in 2017 for a recommendation from the Committee.

Mr. Bartle moved to table discussion until a January/February 2017 meeting so more information related to economic impacts to the airport and the FAA property removal process could be presented. Mr. Loomis seconded the motion. Motion passed unanimously.

3. Future of the Terminal – FAA Design Funds from Other Airports

Ms. Drukker informed the Committee that the main runway drainage outlet failure located east of the southern end of Runway 17/35 was 90% complete and funded from FAA Entitlement funds from North Haverhill, NH Airport. She stated she could pursue obtaining similar funds from airports that are not using these funds. The funds could be used to offset the City's share of programmed capital projects or even toward the design of a new terminal building. If it went toward the design of the terminal building construction would have to follow within two years. During the time these funds are used for a non-programmed priority projects in the CIP, federal funds would not be approved to assist in moving forward with the programmed capital projects.

The committee unanimously encouraged seeking out additional funding as described and its use would be determined based on programmed priorities.

4. Status of Terminal Renovation Plan

Councilor Bouchard reminded the Committee that at the May 2016 meeting, the Committee approved moving forward with finding private donation to upgrade the terminal building by upgrading the lights, windows, and painting the terminal lobby. Since no donations have been received to date, Councilor Bouchard asked how the Committee would like to proceed with funding the improvements. Should this be added to the CIP with some City appropriation? Mr. Burgess summarized the improvements would include the pilots' area, lounge, and bathrooms. It did not include the floor/carpet that may have some asbestos component to its removal. Mr. Burgess stated all improvements would not exceed \$20,000. This number would double if removal and replacement of the carpet were added. Mr. Alosa stated that he would take the lead on raising the donations. He will contact companies who use the airport to fund the donations in the amount of \$20,000. Mr. Burgess stated he would not start the work until late fall. Councilor Bouchard suggested the Committee and or City Council get commitment letters for the donations before the 2018 budget is submitted to City Council.

The Committee requested that Ms. Drukker coordinate with Mr. Baía to program \$40,000 into the 2018 CIP with \$20,000 from private donations. The budgeted City portion of a not to exceed \$20,000 shall be used only to complete the improvements once all \$20,000 in donations have been expensed.

5. GSAMA – Aviation Day and Runway 5K Update

Ms. Drukker updated members on the results of the 2016 event. About 385 people attended the event of which about 135 were runners. GSAMA raised about \$3,000 to support local youth STEM education

and Ace camp programs. GSAMA requested a recommendation to host the 2017 event on October 21, 2017.

Committee members supported the event and the proposed 2017 date.

6. Re-designation of CA and DZ Areas

Mr. Gorham explained that City staff would be meeting with NHF&G, FAA, NHDOT, NHANG and US F&W in the late winter and would like to initiate discussions with the group on switching land currently designated as conservation land with that in the development zone. Specifically, there is 11 acres located off the end of the abandoned runway and five acres parallel to Airport Road mid-field that are currently in the conservation zone and would like to exchange this land for 16 acres at the southern end of Runway 17/35 zoned developable. This exchange would not inhibit the extension of Runway 17/35 at some future date and would be more in line with concentrating the conservation management areas in large tracts that are easier to manage. NHF&G is receptive to continuing our discussion regarding this exchange.

The Committee members encouraged City staff to work with the agencies to review options for increasing developable land at the airport.

7. FY 17 Proposed Capital Improvement Program

Mr. Gorham presented the proposed capital program and noted that this year's work would be focused on the design of Taxiway A with reconstruction programmed in 2018-19. A 10-wheel dump truck is programmed in 2020 followed by removing obstructions to Runways 12 and 17 in 2021 and 2022 to make night approaches available to pilots. Ms. Drukker informed the members that the proposed Capital Budget as discussed could change prior to submitting to City Council based on the airports funds performance.

Committee members agreed with what was programmed in the budget through 2022.

8. Other Business

Mr. Rolla informed the committee that there is legislation being introduced in the NH House that aims to eliminate the largest component of the NH aircraft registration fees. Some aircraft owners feel that paying the registration fee (similar to car registration process) is a disincentive for keeping a plane at the airport. The elimination of the fee could increase base planes at airports. In discussions with other Airport Managers throughout the state, he does not see this as the case. It could have a devastating effect on NH airports as we continue to struggle to find funds to keep the airports in the shape the users deserve. He will keep the Committee posted. Mr. McKay is familiar with the legislation.

Meeting adjourned at 6:24 p.m.

Respectfully submitted,

Martha Drukker